

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

From: R9FOIAOffice <R9FOIAOffice@epa.gov>
Sent: Tuesday, October 8, 2019 9:18 AM
To: Godet, Nan <godet.nan@epa.gov>; Rao, Kate <Rao.kate@epa.gov>
Cc: Campbell, Rich <Campbell.Rich@epa.gov>; Busterud, Gretchen <Busterud.Gretchen@epa.gov>
Subject: FW: FOIA Assignment for EPA-R9-2020-000069

**STOP: Do Not Begin Work on This FOIA.
We'll Set Up a Kick-Off Meeting First**

Division FOIA Coordinator: Send PM names of SMEs, managers and ORC attorney for kick-off meeting.

FOIA Project Manager (PM): Schedule Kick-off meeting asap once SMEs, managers and ORC attorney are identified.

Kick-Off meeting will cover:

- **Scope of FOIA & Potential issues**
- **Clarification/extensions**
- **Fees**
- **Locations of records**
- **Outlook custodians and search parameters**
- **Timing**
- **Next Steps – who does what**

Fee Limit is \$25.00

FEE WAIVER Requested

From: admin@foiaonline.gov <admin@foiaonline.gov>
Sent: Tuesday, October 8, 2019 9:14 AM
To: R9FOIAOffice <R9FOIAOffice@epa.gov>
Subject: FOIA Assignment for EPA-R9-2020-000069

You have been assigned to the FOIA request - EPA-R9-2020-000069. Additional details for this item are as follows:

- Tracking Number: EPA-R9-2020-000069
- Requester: Mr. Jason Fagone
- Request Track: Simple
- Submitted Date: 10/02/2019
- Due Date: 11/05/2019
- Short Description: N/A

- Description: I request copies of all records in the possession of EPA Region 9 that involve or mention the agency's October 2, 2019 "Notice of Violation of National Pollutant Discharge Elimination System permits" delivered to the San Francisco Public Utilities Commission. The notice of violation is attached to this request as supporting material. This request includes, but is not limited to, emails, memos, and other written or electronic communications.